# OFFEROR SUBMISSION PACKAGE

**FOR** 

20,000 USG OF MUR, 247,000 USG OF DF2, AND 5,100,000 OF JP8 FOR OFFER ON F.O.B. DESTINATION BASIS IN THE STATE OF ALASKA

(ALASKA PC&S)

SOLICITATION NUMBER: **SP0600-99-R-9000-0001** 

THE ENCLOSED SOLICITATION COVERS THE PERIOD:

MARCH 1, 2001 THROUGH SEPTEMBER 30, 2001

### INSTRUCTIONS:

- The original and one (1) copy of this Offeror Submission Package must be returned to this office as your offer. All documents to be completed and returned are contained in this Offeror Submission Package. Please retain the complete solicitation, as well as a copy of your completed Offeror Submission Package, for your records.
  - X Standard Form 1449 (SF1449), Solicitation/Contract/Order for Commercial Items
  - X All Applicable Fill-In Clauses
  - **X** Offeror Pricing Sheets
  - X Contractor Performance Data Sheet, Attachment 1
  - X Standardized Format for Use in the Preparation of Product Test Reports, Attachment 2
  - X Base Reference Prices, Attachment 3

Please type or write legibly in the blank spaces provided then FAX ONLY the entire OFFEROR SUBMISSION PACKAGE (OSP), the Signed SF1449, and all Attachments.

- 2. Be sure to check your offered prices for accuracy and legibility prior to submission. Initial all changes, and sign and date the SF 1449 in ink.
- 3. Facsimile proposals may be submitted in accordance with Clause L2.11-2, FACSIMILE PROPOSALS.
- 4. By submission of this package, you are stating that all terms and conditions of the solicitation are accepted and apply to your offer, UNLESS clearly stated herein.

# **SUBMISSION OF OFFERS**

# OFFERS MAY BE FAXED OR MAILED TO THE FOLLOWING:

FAX: (703) 767-8506

**ATTN:** Bid Custodian

**DESC-CPC** 

SPO600-99-R-9000-0001

MAIL: Bid Custodian

**Defense Energy Support Center ATTN: DESC-CPC, Room 3729** 

8725 John J. Kingman Rd., Suite 4950

Ft. Belvoir, VA 22060-6222

SOLICITATION							<b>TEMS</b>			UISITION			PAGE 1 O	F	47				
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30b. NAME AND TITL	E OF SIG	GNER (Typ	pe or Prin	nt)	30c. DATE	SIGNED	31b. N	IAME C	F CONTR	RACTING	OFFICE	R (Type	or Print)	31c.	DATE SIGNED				
32a. QUANTITY IN C		_		•			33. SH	IP NUM	1BER	34. VC	UCHER	NUMBE			UNT VERIFIED				
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41a. I CERTIFY THIS					ER FOR F	PAYMENT													
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# K1.01-10 OFFEROR REPRESENTATIONS AND CERTIFICATIONS - COMMERCIAL ITEMS (ALTS I/III) (FEB 2000/OCT 1998/JAN 1999)

- (a) **DEFINITIONS.** As used in this provision--
- (1) **Emerging small business** means a small business concern whose size is no greater than 50 percent of the numerical size standard for the standard industrial classification code designated.
- (2) **Small business concern** means a concern, including its affiliates, that is independently owned and operated, not dominant in the field of operation in which it is bidding on Government contracts, and qualified as a small business under the criteria in 13 CFR Part 121 and size standards in this solicitation.
  - (3) Women-owned small business concern means a small business concern-
- (i) Which is at least 51 percent owned by one or more women or, in the case of any publicly owned business, at least 51 percent of the stock of which is owned by one or more women; and
  - (ii) Whose management and daily business operations are controlled by one or more women.
- (4) **Women-owned business concern** means a concern which is at least 51 percent owned by one or more women; or in the case of any publicly owned business, at least 51 percent of the stock of which is owned by one or more women; and whose management and daily business operations are controlled by one or more women.
- (b) TAXPAYER IDENTIFICATION NUMBER (TIN) (26 U.S.C. 6109, 31 U.S.C. 7701). (Not applicable if the offeror is required to provide this information to a central contractor registration database to be eligible for award.)
- (1) All offerors must submit the information required in paragraphs (b)(3) through (b)(5) of this provision to comply with debt collection requirements of 31 U.S.C. 7701(c) and 3325(d), reporting requirements of 26 U.S.C. 6041, 6041A, and 6050M, and implementing regulations issued by the Internal Revenue Service (IRS).
- (2) The TIN may be used by the Government to collect and report on any delinquent amounts arising out of the offeror's relationship with the Government (31 U.S.C. 7701(c)(3)). If the resulting contract is subject to the payment reporting requirements described in FAR 4.904, the TIN provided hereunder may be matched with IRS records to verify the accuracy of the offeror's TIN.

[ ] TIN:
[ ] TIN has been applied for.
[ ] TIN is not required because:
[ ] Ofference a negressident clien fermion composition on fermion mentage him that does not have income effectively
[ ] Offeror is a nonresident alien, foreign corporation, or foreign partnership that does not have income effectively
connected with the conduct of a trade or business in the U.S. and does not have an office or place of business or a fiscal paying agent in the U.S.
[ ] Offeror is an agency or instrumentality of a foreign government;
[ ] Offeror is an agency or instrumentality of a Federal, state, or local government;
Other. State basis.
(4) TYPE OF ORGANIZATION.
[ ] Sole proprietorship;
[ ] Partnership;
[ ] Corporate entity (not tax-exempt);
[ ] Corporate entity (not tax exempt);
[ ] Government entity (Federal, State, or local);
[ ] Foreign government;
[ ] International organization per 26 CFR 1.6049-4;
[ ] Other:
(5) COMMON PARENT.
[ ] Offeror is not owned or controlled by a common parent.
[ ] Name and TIN of common parent:
Name

(3) TAXPAYER IDENTIFICATION NUMBER (TIN).

(c) Offerors must complete the following representations when the resulting contract is to be performed inside the United States, its territories or possessions, Puerto Rico, the Trust Territory of the Pacific Islands, or the District of Columbia. Check all that apply.

ALASKA P	POSTS, CAMPS & STATIONS (PC&S)	SP0600-99-R-9000-0001
K1.01-10	(CONT'D)	
	(1) <b>SMALL BUSINESS CONCERN.</b> The offeror represents as part of its offer that it	
	[ ] is [ ] is not	
	a small business concern.	
business con	(2) SMALL DISADVANTAGED BUSINESS CONCERN. (Complete only if the off cern in paragraph (c)(1) of this provision.) The offeror represents, for general statistical pur	
	[ ] is [ ] is not	
	a small disadvantaged business concern as defined in 13 CFR 124.1002.	
business con	(3) WOMEN-OWNED SMALL BUSINESS CONCERN. (Complete only if the offecern in paragraph (c)(1) of this provision.) The offeror represents that it	ror represented itself as a small
	[ ] is [ ] is not	
	a women-owned small business concern.	
threshold.	NOTE: Complete paragraphs $(c)(4)$ and $(c)(5)$ only if this solicitation is expected to	exceed the simplified acquisition
	(4) WOMEN-OWNED BUSINESS CONCERN (OTHER THAN SMALL BUSINES comen-owned business concern and did not represent itself as a small business concern in expresents that it -	= -
	[ ] is	
	a woman owned business concern.	
	(5) <b>TIE BID PRIORITY FOR LABOR SURPLUS AREA CONCERNS.</b> If this is an in the labor surplus areas in which costs to be incurred on account of manufacturing or production are than 50 percent of the contract price.	

- (6) SMALL BUSINESS SIZE FOR THE SMALL BUSINESS COMPETITIVENESS DEMONSTRATION PROGRAM AND FOR THE TARGETED INDUSTRY CATEGORIES UNDER THE SMALL BUSINESS COMPETITIVENESS DEMONSTRATION PROGRAM. (Complete only if the offeror has represented itself to be a small business concern under the size standards for this solicitation.)
- (i) (Complete only for solicitations indicated in an addendum as being set-aside for emerging small businesses in one of the four designated industry groups (DIGs)). The offeror represents as part of its offer that it--

[ ] is [ ] is not

an emerging small business.

K1.01-10 (CONT'D)

] has ] has not

- (ii) (Complete only for solicitations indicated in an addendum as being for one of the targeted industry categories (TICs) or four designated industry groups (DIGs)). The offeror represents as follows:
- (A) The offeror's number of employees for the past 12 months (check the Employees column if size standard stated in the solicitation is expressed in terms of number of employees); or
- (B) The offeror's average annual gross revenue for the last 3 fiscal years (check the Average Annual Gross Number of Revenues column if size standard stated in the solicitation is expressed in terms of annual receipts).

(Check one of the following:)	
NUMBER of EMPLOYEES	AVERAGE ANNUAL GROSS  REVENUES
[ ] 50 or fewer [ ] 51 - 100	[ ] \$1 million or less [ ] \$1,000,001 - \$2 million
[ ] 101 - 250	[ ] \$2,000,001 - \$3.5 million
[ ] 251 - 500	[ ] \$3,500,001 - \$5 million
[ ] 501 - 750	[ ] \$5,000,001 - \$10 million
[ ] 751 - 1,000	[ ] \$10,000,001 - \$17 million
[ ] Over 1,000	[ ] Over \$17 million
disadvantaged status.)  (i) GENERAL. The offeror represents that eight (A) It	ther
[ ] is	
[ ] is not	
representation, as a certified small disadvantaged business concern in that no material change in disadvantaged ownership and control has o	tion as a small disadvantaged business concern and identified, on the date of this the database maintained by the Small Business Administration (PRO-Net), and courred since its certification, and, where the concern is owned by one or more idual upon whom the certification is based does not exceed \$750,000 after .104(c)(2); or

submitted a completed application to the Small Business Administration or a Private Certifier to be certified as a small disadvantaged business concern in accordance with 13 CFR 124, Subpart B, and a decision on that application is pending, and that no material change in disadvantaged ownership and control has occurred since its application was submitted.

(ii) JOINT VENTURE UNDER THE PRICE EVALUATION ADJUSTMENT FOR SMALL DISADVANTAGED BUSINESS CONCERNS. The offeror represents, as part of its offer, that it is a joint venture that complies with the requirements in 13 CFR

124.1002(f) and that the representation in paragraph (c)(7)(i) of this provision is accurate for the small disadvantaged business concern that is participating in the joint venture. The offeror shall enter the name of the small disadvantaged business concern that is participating in the joint venture: \_\_\_

**OSP - 3** 

### K1.01-10 (CONT'D)

(8) (6 check the category in wh		plete if the offeror represented itself as disadvantaged in paragraph (c)(2) of this provision.) The offeror shall its ownership falls:
]	]	Black American
]	]	Hispanic American
]	]	Native American (American Indians, Eskimos, Aleuts, or Native Hawaiians).
[	]	Asian Pacific American (persons with origin from Burma, Thailand, Malaysia, Indonesia, Singapore, Brunei, Japan, China, Taiwan, Laos, Cambodia (Kampuchea), Vietnam, Korea, The Philippines, U.S. Trust Territory of the Pacific Islands (Republic of Palau), Republic of the Marshall Islands, Federated States of Micronesia, the Commonwealth of the Northern Mariana Islands, Guam, Samoa, Macao, Hong Kong, Fiji, Tonga, Kiribati, Tuvalu, or Nauru).
1	]	Subcontinent Asian (Asian-Indian) American (persons with origins from India, Pakistan, Bangladesh, Sri Lanka, Bhutan, the Maldives Islands, or Nepal).
[	]	Individual/concern, other than one of the preceding.
concern in paragraph	(c)(1) ) It	ZONE SMALL BUSINESS CONCERN. (Complete only if the offeror represented itself as a small business of this provision.) The offeror represents as part of its offer that  ] is ] is not
Concerns Maintained by	the	Zone small business concern listed, on the date of this representation, on the List of Qualified HUBZone Small Business Small Business Administration, and no material change in ownership and control, principal place of ownership, or age has occurred since it was certified by the Small Business Administration in accordance with 13 CFR Part 126; and
(ii	) It	
	_	] is lis not
provision is accurate for	the l	venture that complied with the requirements of 13 CFR Part 126, and the representation in paragraph (c)(9)(i) of this HUBZone small business concern or concerns that are participating on the joint venture. (The offeror shall enter the one small business concern or concerns that are participating in the joint venture:

(1) The offeror certifies that--

a qualifying country.

BUY AMERICAN ACT AND BALANCE OF PAYMENTS PROGRAM clause of this solicitation); and

### K1.01-10 (CONT'D)

**ORDER 11246.** 

Each HUBZone small business concern participating in the joint venture shall submit a separate signed copy of the HUBZone representation.

(1) PREVIOUS CONTRACTS AND COMPLIANCE. The offeror represents that-

(d) CERTIFICATIONS AND REPRESENTATIONS REQUIRED TO IMPLEMENT PROVISIONS OF EXECUTIVE

(i) Each end product, except the end products listed in subparagraph (2) below, is a domestic end product (as defined in the

(ii) Components of unknown origin are considered to have been mined, produced, or manufactured outside the United States or

### K1.01-10 (CONT'D)

(2) Th	e offeror must identify and ce	ertify all end products that are not dome	estic end products.
(i)	The offeror certifies that the	following supplies qualify as "U.Smad	de end products" but do not meet the definition of
"domestic end product":			
	(Insert line item no.)		
(ii)	The offeror certifies that the	following supplies are qualifying count	try end products:
	(Insert line item no.)		(Insert country of origin)
(iii)	The offeror certifies that the	following supplies are qualify as design	nated country end products:
	(Insert line item no.)		(Insert country of origin)
(iv)	The offeror certifies that the	following supplies qualify as Caribbean	n Basin country end products:
	(Insert line item no.)		(Insert country of origin)
(v)	The offeror certifies that the	e following supplies qualify as NAFTA	country end products:
	(Insert line item no.)		(Insert country of origin)
(vi)	The offeror certifies that the	e following supplies are other nondesign	nated country end products:

### (LIST AS NECESSARY)

(Insert country of origin)

- (3) Offers will be evaluated by giving preference to U.S.-made end products, qualifying country end products, designated country end products, NAFTA country end products, and Caribbean Basin country end products over other end products.
- (g) BUY AMERICAN ACT NORTH AMERICAN FREE TRADE AGREEMENT (NAFTA) IMPLEMENTATION ACT BALANCE OF PAYMENTS PROGRAM CERTIFICATE (DFARS 252.225-7035). (Applies only if DFARS clause 252.225-7036, NORTH AMERICAN FREE TRADE AGREEMENT (NAFTA) IMPLEMENTATION ACT, clause is incorporated by reference in this solicitation.)
  - (1) The offeror certifies that--

(Insert line item no.)

- (i) Each end product, except the end products listed in subparagraph (2) below, is a domestic end product (as defined in the BUY AMERICAN ACT AND BALANCE OF PAYMENTS PROGRAM clause of this solicitation); and
- (ii) Components of unknown origin are considered to have been mined, produced, or manufactured outside the United States or a qualifying country.

### K1.01-10 (CONT'D)

* *		re not domestic end products.  "U.Smade end products," but do not meet the definition of
	(Insert line item number)	
(ii)	The offeror certifies that the following supplies are quali	Pying country (except Canada) end products:
	(Insert line item number)	(Insert country of origin)
(iii)	The offeror certifies that the following supplies qualify	s NAFTA country end products:
	(Insert line item number)	(Insert country of origin)
(iv)	The offeror certifies that the following supplies are other	foreign end products:
	(Insert line item number)	(Insert country of origin)
	(LIST AS NECES:	SARY)
end products over other e	end products.	nd products, qualifying country end products, or NAFTA country  ION OR INELIGIBILITY FOR AWARD (EXECUTIVE
The of	feror certifies, to the best of its knowledge and belief, that	
(1) Th	ne offeror and/or any of its principals	
	] are ] are not	
presen	tly debarred, suspended, proposed for debarment, or decl	ared ineligible for the award of contracts by any Federal agency,
	] Have or ] Have not,	
fraud or a criminal offens subcontract; violation of	e in connection with obtaining, attempting to obtain, or pe	n of offers; or commission of embezzlement, theft, forgery,
=	] are or ] are not	
presen		by a Government entity with, commission of any of these offenses AR 52.212-3/Alts I/III)

# L2.01-1 PROPOSAL PREPARATION INSTRUCTIONS AND PAST PERFORMANCE SUBMISSION (DOMESTIC) (DESC OCT 1999)

- (a) **THE OFFER.** The offer (proposal) shall consist of the following items:
  - (1) Standard Form (SF) 1449, Solicitation/Contract Order for Commercial Items, Blocks 12, 17 through 24, and 30.
- (2) **Schedule clause.** The offeror shall insert its proposed unit prices for each contract line item in the spaces provided in the SUPPLIES TO BE FURNISHED clause or as specified in the solicitation.
- (3) **Offeror Submission Package.** The offeror shall complete the representations and other statements of offerors contained in the Offeror Submission Package enclosed with this solicitation. The clauses/provisions found in the Offeror Submission Package are duplicated in the basic solicitation.
- (4) **Other Required Documents.** The offeror shall submit all other documents required by the terms and conditions of this solicitation.

### (5) Exceptions.

- (i) Any exceptions the offeror takes to the terms and conditions of the solicitation must be submitted with the offer. Only exceptions detailed in the offer will be treated as exceptions to the terms and conditions of the solicitation. Any exceptions taken by the offeror will be considered by the Government and either accepted or rejected. Exceptions that are accepted by the Government will be incorporated into any resultant contract; exceptions that are rejected by the Government must be withdrawn by the offeror or the offer will be rejected.
- (ii) If the offeror does not take any exceptions, completion of Blocks 12, 17 through 24, and 30 of the SF 1449 signifies the offeror's agreement to the terms and conditions contained in the solicitation.

#### (b) PAST PERFORMANCE SUBMISSION.

- (1) In addition to its offer, each offeror must complete the Contractor Performance Data Sheet (CPDS) (Attachment 1) and submit a separate description of any past efforts to subcontract with small businesses, HUBZone small businesses, small disadvantaged businesses, and women-owned small businesses identifying highly successful efforts or any regulatory or subcontracting plan noncompliance. The contracts and/or subcontracts submitted on the CPDS should be similar in nature to the solicitation requirements and completed within the last 3 years. All contracts/subcontracts submitted should have a minimum of one year's performance history. The Government reserves the right to consider contracts still in progress and to consider contract and/or subcontract information outside the specified time periods. The contracts may include efforts undertaken on behalf of the Defense Energy Support Center, other Federal agencies (including those performed for non-DoD activities), quasi-government organizations, State or local governments, and/or private industry. By submitting the CPDS, the offeror agrees to permit the Government's representatives to contact the references listed and inquire as to the past performance of the offeror.
- (2) If the offeror determines that it has not performed any contracts or subcontracts for the same or similar work required by the solicitation, the offeror should indicate this on the CPDS by marking the appropriate box.
- (c) SOCIOECONOMIC PLAN SUBMISSION (APPLICABLE TO LARGE, SMALL, HUBZONE SMALL, SMALL DISADVANTAGED, AND WOMEN-OWNED SMALL BUSINESSES). The offeror must provide a description of its efforts to ensure that small business, HUBZone small business, small disadvantaged business, and women-owned small business concerns will have an equal opportunity to compete for subcontracts under any resultant contract. The description should include any partnering arrangements with such companies and include specific names to the extent they are known.

(DESC 52.215-9F80)

### G9.06 ADDRESS TO WHICH REMITTANCE SHOULD BE MAILED (DESC DEC 1999)

Remittances shall be mailed only at the Government's option or where an exception to payment by Electronic Funds Transfer (EFT) applies. (See the PAYMENT BY ELECTRONIC FUNDS TRANSFER - CENTRAL CONTRACTOR REGISTRATION or the PAYMENT BY ELECTRONIC FUNDS TRANSFER - OTHER THAN CENTRAL CONTRACTOR REGISTRATION clause.)

Offeror shall indicate below the complete mailing address (including the nine-digit zip code) to which remittances should be mailed if such address is other than that shown in Block 15a (Standard Form (SF) 33) for noncommercial items or Block 17a (SF 1449) for commercial items. In addition, if offeror did not incorporate its nine-digit zip code in the address shown in Block 15a of the SF 33 or in Block 17a of the SF 1449, the offeror shall enter it below:

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(DO NOT EXCEED 153 CHARACTERS)

(DESC 52.232-9F55)

# THIS CLAUSE APPLIES ONLY TO DESC-FUNDED ITEMS.

G9.07 ELECTRONIC TRANSFER OF FUNDS PAYMENTS - CORPORATE TRADE EXCHANGE (DESC JUN 2000)  (a) The Contractor shall supply the following information to the Contracting Officer no later than 5 days after contract awar	rd and
before submission of the first request for payment.	u and
NAME OF RECEIVING BANK:	
CITY AND STATE OF RECEIVING BANK:	
AMERICAN BANKERS ASSOCIATION NINE DIGIT IDENTIFIER OF RECEIVING BANK:	
ACCOUNT TYPE CODE: (Contractor to designate one)	
[ ] CHECKING TYPE 22	
[ ] SAVINGS TYPE 32	
RECIPIENT'S ACCOUNT NUMBER ENCLOSED IN PARENTHESES:	
RECIPIENT'S NAME:	
STREET ADDRESS:	
CITY AND STATE:	
<u>NOTE</u> : Additional information may be entered in <u>ETTHER</u> paragraph (b) $\underline{\mathbf{OR}}$ paragraph (c) below. Total space available for information entered in (b) $\mathbf{OR}$ (c) is 153 characters.	r
(b) SPECIAL INSTRUCTIONS/OTHER IDENTIFYING DATA:	

OR

(DO NOT EXCEED 153 CHARACTERS)

**G9.07** (CONT'D)

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- (e) Any change by the Contractor in designation of the bank account to receive electronic transfer of funds in accordance with this clause must be received by the Contracting Officer no later than 30 days prior to the date the change is to become effective.
  - (f) The electronic transfer of funds does not constitute an assignment of such funds in any form or fashion.
- (g) In the event corporate trade exchange (CTX) payments cannot be processed, the Government retains the option to make payments under this contract by check.

#### (h) NOTICE TO FOREIGN SUPPLIERS.

- (1) Payment may be made through the Federal Reserve Wire Transfer system. The bank designated as the receiving bank must be located in the United States and must be capable of receiving Automated Clearing House (ACH) transactions. The appropriate American Bankers Association nine-digit identifier must be supplied in order for payments to be processed through CTX.
- (2) If your account is with a foreign bank that has an account with a bank located within the United States, the U.S. bank may be designated as the receiving bank. The recipient's name and account number shall identify the foreign bank, and transfer instructions to supplier's account must be specified in (b) and (c) above.
- (3) The Third Party Information supplied in (c) above will be located in the first RMT segment of the CTX payment information sent to the receiving bank.
  - (i) Notwithstanding any other provision of the contract, the requirements of this clause shall control.

(DESC 52.232-9FJ1)

		CE DATA SHEET STINATION ITEMS ONLY	SP0600-99-R-9000-0001										
COMPANY NA		BASE REFERENCE DATE (SEE DECEMBER 11, 2000	CLAUSE B19.19):										
BIDDER CODE	≣:	CAGE CODE:											
and I28.03-2	.) should <u>include</u> the amounts covere	l state motor fuel taxes. (See Clauses I28.01, I28.02-2, ed under the Superfund Amendments and Reauthorization											
<ul> <li>Understand</li> </ul>		our bid. This clause describes how a	award prices fluctuate										
	***** REPRODUCE THIS P	AGE FOR OFFER SUBMISSION. *	****										
***	** PLEASE INITIAL ALL CORREC	CTIONS, ERASURES, AND WHITE											
ITEM NO.	DELIVERY LOCATION OF ITEM (CITY AND STATE)	OFFER PRICE (\$ PER GALLON) (SEE CLAUSE L2.05-5)	DISCOUNT %: % PER DAYS SEE CLAUSE I1.03-1										

DFSC Form 2.18A (For RFPs)

Jan 93. Supersedes Oct 91 version.

### CONTRACTOR PERFORMANCE DATA SHEET

Please submit the requested information for government and non-government contracts or subcontracts held (not to exceed 3 years since completion) for contracts that are similar to the requirements of this solicitation. Those contracts and/or subcontracts submitted may include those still in progress, however they should have a minimum of one year's performance history.

☐ Please mark this box if you have not performed under contracts that are similar in nature to the solicitation requirements.

### REFERENCES:

COMPANY NAME	POINT OF CONTACT	PHONE NUMBER	FAX NUMBER	PRODUCT SUPPLIED	QUANTITY	METHOD OF DELIVERY (TT, TW, ETC.)	PLACE OF PERFORMANCE	PERIOD OF PERFORMANCE	SUBKTNG PLAN (YES OR NO)

# STANDARDIZED FORMAT FOR USE IN THE PREPARATION OF PRODUCT TEST REPORTS

### GENERAL INSTRUCTIONS March 2000

These instructions are designed for use as a guide in preparing/formatting test reports in a consistent manner. Computer generated or typed test reports are acceptable. A Standardized Test report format is provided at Figure I and includes all tests approved for all refined products. The Test Codes used in this standard report format will be incorporated into future Electronic Data Interchange (EDI) transmissions of test result data.

The ASTM Aviation Turbine Fuel Report Form found in ASTM Method D-1655 was used as a template for the expanded "generic" standard test report form for other refined products. The codes containing an alpha character indicate alternative methods used to measure a property or characteristic. A numeric change of "1" unit indicates one or more measurements, ratings or test conditions which can be reported for a particular method. All measurements are in metric units, except for the API gravity reported at  $60^{\circ}\text{F}$ .

The use of this code provides flexibility in adding or deleting test methods while not affecting the existing methods and thus eliminates the need for additional programming. For example, an ASTM method may have an equivalent ISO or other method. If the ASTM test method number is used as a reference, the ISO equivalent may be lost unless new programming is established to make it a choice. With the code, the equivalency will continue without any additional programming. Another example is adding a new test method for Freezing Point. There are currently 3 methods (300A-C) for measuring the characteristic of freezing point. The new method would be assigned the code "300D" and would be available immediately as an alternative method for determination of freezing point while retaining the old methods without having to renumber the whole list and change associated database programming.

Each test report should be tailored to include only those rows of information that are applicable to the specific product being tested and the methods used to evaluate each property. Select only those methods authorized by the product specification unless otherwise stated in the contract. The code used should be limited to the actual test method used for a particular analysis. If an analysis is performed which is not cited by the specification, report the result, units and method used at the bottom of the report. If a test code does not appear for a specification or contract approved method, contact the Defense Energy Support Center (DESC) at commercial (703) 767-8356.

#### DETAILED INSTRUCTIONS FOR THE STANDARD TEST REPORT FORMAT (FIGURE 1)

**Item 1**: This date is the tank approval date, which is usually the date the testing is completed or the report date.

Item 2B: The City should match the "Shipped From" city on the DD 250-series document.

**Item 6A**: Record the basic slate of crudes from which this product is derived.

**Item 6B**: Annotate the refining processes used in the production of this product (e.g., Atmospheric Distillation; Hydrogenation, Hydrocracking, etc)

**Item 8**: Report the quantity in US Gallons shipped from the above batch in the above tank under DESC Contract. This entry need not be completed if the same batch will be used for subsequent shipments. In this case, assure that the tank number, batch number and report date are on the DD-250-series documents for shipments made from this tank

**Items 600-series**: The JFTOT test, although done using one ASTM test method, can be performed at different temperatures. Also, results for separate JFTOT analysis performed at two different temperatures can be reported on the same report. If test results for only one temperature is being reported, use Item 600 A-C to report the temperature of the test and 601, 602 and 603 as appropriate to report the results. If a second temperature is being reported, use Item 604 to report the temperature of this second run and Items 605-607 to report the corresponding values for the second test.

Item 750: Use this item to report the result of the Water Separameter Index - Modified (WSIM) which is performed for product acceptance.

**Item 751**: This code for this item describes what additives were present in the fuel sample tested for WSIM and for which the result was reported in Item 750. Each code value represents a combination of the five additives possible in jet fuel. The codes and corresponding combinations are found in Table A below.

Item 750X: This item is used to report the special hand blend of all additives which are required by the fuel specification, regardless of whether or not the additives are required by contract. These additives include anti-oxidant, corrosion inhibitor, fuel system icing inhibitor, static dissipater additive and, if permitted by contract, metal deactivator. The result for this special test is a report only and is used as a base line in determining if the time and/or place of additive injection affects fuel quality. This reporting requirement is in addition to other reporting requirements for WSIM.

Items 801, 811, 821, 831, and 841: These codes indicate when an additive was injected during the procurement process. It is a one-character field and is "S" if the additive was blended into the shipping tank, "I" if the additive was line injected, or blank if the additive was not injected at the refinery or terminal location.

### Table A

Code	Additives	Code	Additives	Code	Additives	Code	Additives	Code	Additives
01	Neat	07	AO/CI	13	CI/MDA	19	AO/CI/MDA	25	FSII/SDA/MDA
02	AO	08	AO/FSII	14	FSII/SDA	20	AO/FSII/MDA	26	AO/CI/FSII/SDA
03	CI	09	AO/SDA	15	FSII/MDA	21	AO/FSII/SDA	27	AO/FSII/SDA/MDA
04	FSII	10	AO/MDA	16	MDA/SDA	22	AO/SDA/MDA	28	CI/FSII/SDA/MDA
05	SDA	11	CI/FSII	17	AO/CI/FSII	23	CI/FSII/SDA	29	AO/CI/FSII/SDA/MDA
06	MDA	12	CI/SDA	18	AO/CI/SDA	24	CI/FSII/MDA		

2 ATTACHMENT 2

# FIGURE I - STANDARD TEST REPORT FORMAT

1	REPORT DATE:	(MM/DD/YY)
2A	CONTRACTOR:	
2B	REFINERY CITY:	
2C	STATE/COUNTRY:	
3A	CONTRACT NUMBER:	(SPO600-YY-D-NNNN)
3B	CONTRACT LINE ITEM NUMBER:	
3C	DESC ORDER NUMBER	
4A	TANK NUMBER:	
4B	BATCH NUMBER (In Tank):	
4C	SAMPLE NUMBER:	
5	PRODUCT:	
6A	CRUDE OIL SLATE:	
6B	CRUDE PROCESSING TECHNIQUE:	
7	SHIPPED TO:	
8	QUANTITY FROM TANK SHIPPED TO DESC:	USG

# **APPEARANCE**

Code	Method	Test	<u>Unit</u>	Code	Method	Test	Unit
010A	D-156	Saybolt Color	1-Color	030A	D-1500	ASTM Color	0.5-Color
010B	D-6045	Saybolt Color (Spectro)	1-Color	030B	D-6045	ASTM Color (Spectro)	0.5-Color
020	D-4176	Visual appearance	Pass/Fail			_	
021	D-4176	Haze Rating	Method				

# **COMPOSITION**

Code	Method	Test	<u>Unit</u>	Code	Method	Test	Unit
100A	D-664	Total Acid Number - Potent.	mg KOH/g	150E	D-3120	Trace Sulfur	ppm
100B	D-974	Acid Number - Color Titrat.	mg KOH/g	150F	D-4294	Sulfur by X-Ray Flour	mass %
100C	D-3242	Acidity in Aviation Fuels	mg KOH/g	150G	D-5453	Sulfur by UV	ppm
100D	D-3339	Acid Number, Semi-Micro	mg KOH/g	160A	D-3343	Hydrogen Content	mass %
101	IP-182	Inorganic Acid Number	mg KOH/g	160B	D-3701	Hydrogen Content - NMR	mass %
102	FTM-5101	Neutrality	Method	160C	D-4808	Hydrogen Cont LoRes NMR	mass %
110A	D-1319	Aromatics	vol%	170A	D-3237	Lead in Gasoline by AA	α/I
						•	g/L
110B	D-4420	Aromatics by GC	vol%	170B	D-3341	Lead in Gasoline by ICl	g/L
115	D-1319	Olefins	vol%	170C	D-5059	Lead in Gasoline by X-Ray	g/L
120	D-1840	Naphthalene	vol%	180A	D-4815	Ethers and Alcohols by GC	mass %
125A	D-4420	Benzene	vol%	180B	D-5845	Ethers and Alcohols by IR	mass %
125B	D-3606	Benzene	vol%	190	D-3605	Trace Metals - Calcium	mg/L
130	D-3227	Mercaptan Sulfur	mass %	191	D-3605	Trace Metals - Lead	mg/L
135	D-3231	Phosphorous	0.1 mg/L	192	D-3605	Trace Metals - Na & K	mg/L
140	D-4952	Doctor Test	Pass/Fail	193A	D-3605	Trace Metals - Vanadium	mg/L
				193B	ISO14597	Trace Metals - Vanadium	mg/L
150A	D-129	Sulfur by Oxygen Bomb	mass %				•
150B	D-1266	Sulfur by Lamp	mass %	195	D-3703	Peroxide Content	mg/kg
150C	D-1552	Sulfur - Furnace	mass %	196	ISO10478	Aluminum and Silicon	mg/kg
150D	D-2622	Sulfur by X-Ray Spec	mass %				2 0

3 ATTACHMENT 2

# **VOLATILITY**

Code	Method	Test	<u>Unit</u>	Code	Method	Test	<u>Unit</u>
200A	D-86	Distillation by Auto/Manual		220A	D-56	Flash Point - Tag	°C
200B	D-2887	Distillation by GC		220B	D-93	Flash Point - P/M	°C
201		Initial Boiling Point	°C	220C	D-3828	Flash Point - Seta, Method A	°C
202		10% Recovered	°C	220D	D-3828	Flash Point - Seta, Method B	°C
203		20% Recovered	°C	220E	IP-170	Flash Point - Abel	°C
204		50% Recovered	$^{\circ}\mathrm{C}$	221	D-3828	Flash Point - Seta (Flash/No F)	"F" or "N"
205		85% Recovered	$^{\circ}\mathrm{C}$				
206		90% Recovered	$^{\circ}\mathrm{C}$	230A	D-1298	Density @ 15°C -Hydrom	kg\L
207		95% Recovered	$^{\circ}\mathrm{C}$	230B	D-4052	Density @ 15°C - Digital	kg\L
208		Evaporated @ 70°C	vol%	231A	D-1298	API Gravity @ 60°F	°API
209		Evaporated @ 100°C	vol%	231B	D-4052	API Gravity @ 60°F	°API
210		Evaporated @ 180°C	vol%	231C	D-287	API Gravity @ 60°F	°API
211		Final Boiling Point	$^{\circ}\mathrm{C}$	240A	D-323	RVP	kPa
212		% Recovered	vol%	240B	D-4953	Vapor Press - Dry Meth	kPa
213		% Residue	vol%	240C	D-5190	Vapor Press - Automatic	kPa
214		% Loss	vol%	240D	D-5191	Vapor Press - Mini Meth	kPa
215		% Residue + Loss	vol%	240E	D-5482	Vapor Press - Mini -Atm	kPa
				250A	D-2533	V/L Ratio - Buret	Unit@°C
			250B	D-5188	V/L Ratio	- Evac Chamb	Unit@°C
				250C	D-4814	Estimated V/L Ratio	Unit@°C
			260	STANA	<b>A</b> G	7090 - Vapor Lock Index	

# **FLUIDITY**

Code	Method	Test	<u>Unit</u>	Code	Method	Test	<u>Unit</u>
300A	D-2386	Freezing Point	°C	320A	D-2500	Cloud Point	$^{\circ}$ C
300B	D-5901	Freezing Point	°C	320B	D-5771	Cloud Point (Optical)	$^{\circ}$ C
300C	D-5972	Freezing Point	°C	320C	D-5772	Cloud Point (Linear Cool)	$^{\circ}$ C
				320D	D-5773	Cloud Point (Constant Cool)	$^{\circ}$ C
310	D-445	Viscosity	cSt				
311	D-445	Viscosity Temperature	°C	321A	IP-309	Cold Filter Plugging Point	$^{\circ}$ C
				321B	D-6371	Cold Filter Plugging Point	$^{\circ}$ C
				321C	D-6371(N	1)Cold Filter Plugging Point	$^{\circ}$ C
				330	D-97	Pour Point	$^{\circ}$ C
				340	D-6079	Lubricity (Wear Scar)	0.01 mm

# **COMBUSTION**

<u>it</u>
%
%
%
%

# **CORROSION**

Code	Method	Test	<u>Unit</u>	Code	Method	Test	<u>Unit</u>
500	D-130	Copper Strip Corrosion	Method	510	IP-227	Silver Strip Corrosion	Method

# **STABILITY**

Code	Method	Test	<u>Unit</u>	Code	Method	Test	<u>Unit</u>
600A 600B	D-3241 D-3241	JFTOT @ 275°C JFTOT @ 260°C		610	D-525	Oxidation Stability -Gasoline	minute
600C	D-3241	JFTOT @ 245°C					
601	D-3241	Pressure Change	mm Hg	620A	D-2274	Accelerated Stability	mg/100mL
602	D-3241	Visual Rating	Method	620B	D-5304	Accelerated Stab - O <sub>2</sub> Opres	mg/100mL
603	D-3241	Spun Rating	Method	620C	ISO10307	Tot Sed in Residual Fuels	%mass
604	D-3241	Other JFTOT Temperature	°C				
605	D-3241	Pressure Change @ Other Temp	mm Hg				
606	D-3241	Visual Rating @ Other Temp	Method				
607	D-3241	Spun Rating @ Other Temp	Method				

# **CONTAMINANTS**

Code	Method	Test	<u>Unit</u>	Code	Method	Test	<u>Unit</u>
700	ID 225		1	7.00	D 4014	DI C ( (II )	90
700	IP-225	Copper Content	ppb	760	D-4814	Phase Separation (Haze)	°C
710	D-381	Existent Gum	mg/100mL	761	D-4814	Phase Separation (Sep)	°C
711	D-381	Washed Gum	mg/100mL	770	D-1401	Demulsification @ 25°C	minutes 720A
	D-2276	Particulate Cont	mg/L	780A	D-1796	Water & Sed	vol%
720B	D-5452	Particulate Cont	mg/L	780B	D-2709	Water & Sed	vol%
730	Annex	Filtration Time	minutes	781	D-95	Water by Distillation	vol%
				782	D-473	Sediment by Extraction	mass %
740	D-1094	Water Reaction - Interface	Method	795	SW-846	EPA Metals - As	Method 741
	D-1094	Water Reaction - Separation	Method	796	SW-846	EPA Metals - Cd	Method
742	D-1094	Water Reaction - Vol Chng	Method	797	SW-846	EPA Metals - Cr	Method
		_		798	SW-846	EPA Metals - Pb	Method
750	D-3948	WSIM	Method	799	SW-846	Total Halogens	Method
751		Additives Present (See Note)	(List A)				
750X	D-3948	WSIM - Special (See Note)	Method				

# **ADDITIVES**

Code	Additive	Brand	<u>Unit</u>	Code	Additive	Brand	<u>Unit</u>
			_				_
800A	Antioxidant	Topanol A	mg/L	840A	Corr Inhibitor	PRI-19	mg/L
800B	Antioxidant	HITEC 4733	mg/L	840B	Corr Inhibitor	DCI-4A	mg/L
800C	Antioxidant	AN 733	mg/L	840C	Corr Inhibitor	DCI-6A	mg/L
800D	Antioxidant	AO-31	mg/L	840D	Corr Inhibitor	HITEC 580	mg/L
800E	Antioxidant	AO-30	mg/L	840E	Corr Inhibitor	Petrolite NC-351	mg/L
800F	Antioxidant	AO-29	mg/L	840F	Corr Inhibitor	NALCO 5403	mg/L
800G	Antioxidant	Nalco EC5208A	mg/L	840G	Corr Inhibitor	TOLAD 3220	mg/L
800H	Antioxidant	TOLAD 3915	mg/L	840H	Corr Inhibitor	UNICOR J	mg/L
800I	Antioxidant	TOLAD 3920	mg/L	840I	Corr Inhibitor	IPC-4410	mg/L
800J	Antioxidant	TOPANOL AN	mg/L	840J	Corr Inhibitor	IPC-4445	mg/L
800K	Antioxidant	CHIMIC 4327	mg/L	840K	Corr Inhibitor	MOBILAD F800	mg/L
800L	<b>Antioxidant</b>	AO-37	mg/L	840L	Corr Inhibitor	NALCO 5405	mg/L
800M	Antioxidant	BETZ BQ203	mg/L	840M	Corr Inhibitor	NUCHEM PCI-105	mg/L
				840N	Corr Inhibitor	TOLAD 249	mg/L
				840O	Corr Inhibitor	WELCHEM 91120	mg/L
801	Additive Injec	tion Point	(Note)	840P	Corr Inhibitor	SPEC-AID 8021	mg/L
810A	Metal Deactiva	ator (DMD)	mg/L	840Q	Corr Inhibitor	RPS-613	mg/L
810B	Metal Deactive	ator (DMD-2)	mg/L	840R	Corr Inhibitor	SPEC AID 8Q22	mg/L
811	Additive Injec	tion Point	(Note)	841	Additive Injection	on Point	(Note)
820	Conductivity I	mprover	mg/L	850	Thermal Stability	y Additive	mg/L
	_	_	851	Additiv	e Injection Point		(Note)
821	Additive Injec	tion Point	(Note)		-		
830A	FSII (D-5006)		vol%	860	Diesel Fuel Stabi	lizer Additive	mg/L
830B	FSII (FTM-532	27)	vol%	861	Additive Injection		(Note)
830C	FSII (FTM-534		vol%	001			(1.000)
830D	FSII (FTM-534		vol%	870	Ignition Improve	or .	mg/L
831	Additive Injec		(Note)	871	Additive Injection		(Note)
551	riaditive injec	tion I dillit	(11010)	0/1	1 Idditive Injectic	ii i oiiit	(11010)

# **OTHER TESTS**

Code	Method	Test	<u>Unit</u>	Code	Method	Test	<u>Unit</u>
900	D-2624	Conductivity	pS/m	920A	D-2699	Research Octane Number	Method
901	D-2624	Temperature at Measurement	$^{\circ}\mathrm{C}$	920B	D-2885	Research Octane Number	Method
910A	D-976	Calc Cetane Index - 2 Var	Method	921A	D-2700	Motor Octane Number	Method 910B
	D-4737	Calc Cetane Index - 4 Var	Method	921B	D-2885	Motor Octane Number	Method
911	D-613	Cetane Number	Method	930	D-611	Aniline Point	°C
				940	D-4814	Water Tolerance	$^{\circ}\mathrm{C}$

### Base Reference Prices Effective December 11, 2000

<u>Line Item</u>	<u>Location</u>	<u>State</u>	<u>Quantity</u>	Base Reference Price
774-90	KING SALMON	AK	800,000	\$1.081417
795-28	SHEMYA	AK	20,000	\$0.974500
795-90	SHEMYA	AK	4,300,000	\$1.081417
A20-34	ATTU	AK	247,000	\$1.130300